



CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

MIKE KENNEALY
SECRETARY OF HOUSING AND
ECONOMIC DEVELOPMENT

Commonwealth of Massachusetts
Division of Professional Licensure
BOARD OF STATE EXAMINERS OF ELECTRICIANS
1000 Washington Street, Suite 710
Boston, Massachusetts 02118

EDWARD A. PALLESCHI
UNDERSECRETARY OF CONSUMER
AFFAIRS AND BUSINESS
REGULATION

LAYLA R. D'EMILIA
COMMISSIONER, DIVISION OF
PROFESSIONAL LICENSURE

**GUIDELINES REGARDING THE USE OF DISTANCE/ONLINE/CORRESPONDENCE
TOOLS FOR EDUCATION DURING THE STATE OF EMERGENCY**

Amended April 21, 2020

In light of the State of Emergency declared on March 10, 2020, the Board of State Examiners of Electricians ("Board") has voted to adopt the following guidelines for use by its approved educational providers in moving education to a distance/online/correspondence platform to ensure minimal disruption to students.

Per this policy, educational providers may use distance/online/correspondence platforms for the provision of education so long as the following conditions are met:

1. The educational provider and curriculum is currently Board approved and in good standing.
2. This approval is only for currently enrolled students whose program commenced on or before March 10, 2020.
3. For distance/online education:
 - a. The platform utilized for distance/online education must be live and interactive;
 - b. The instructor must verify photo identification of the students;
 - c. The instructor maintains an attendance roster which includes verifying 100% classroom attendance by, for example, taking attendance at various established times during the course;
4. The educational provider has sent an electronic communication to the Board via email at electricians.board@mass.gov describing the platform utilized for distance/online/correspondence education and verifying all other conditions of this policy have been met. For purposes of correspondence programs, all materials to be utilized must be sent to the Board office and are subject to approval of the Chair of the Education Subcommittee. Educational providers shall have until May 6, 2020 to submit the format utilized, approvals shall be retroactive to March 10, 2020.

Absent special Board action, this policy and any approval associated with it shall expire 90 days after the expiration of the state of emergency.



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